

Memorandum

Date: March 18, 2011
To: Honorable Mayor and City Council Members
From: Thomas M. Moton, Jr., Assistant City Manager *T. M.*
Subject: Greenville Intermodal Transportation Center Progress Report

This report is provided to keep you abreast of developments with the Greenville Intermodal Transportation Center project. Following the City Council's February 10, 2011, approval to award the Environmental Assessment professional services contract to Martin/Alexiou/Bryson Transportation Planning and Engineering Firm (MAB), City staff have been working with the Federal Transit Administration (FTA), North Carolina State Historic Preservation Office (NCSHPO), North Carolina Department of Transportation (NCDOT), and MAB to establish a clear understanding of FTA and NCSHPO's expectations as it relates to the Environmental Assessment completion. Two telephonic meetings were held to discuss and resolve remaining Environmental Assessment issues.

Meeting Dates

Participating Agencies/Entities

February 28, 2011

FTA, NCDOT, NCSHPO, MAB, City Staff

March 13, 2011

FTA, MAB, City Staff

The Environmental Assessment draft was completed this week. City staff sent a copy on March 17 to FTA officials for review. FTA officials expressed its commitment to try to complete its review and prepare any comments to City staff within a week after receiving the Environmental Assessment draft document. Upon receipt of the FTA's comments on the Environmental Assessment, staff and MAB will work quickly to make any adjustments/revisions to the document.

Staff continues to make monthly progress reports to the Public Transportation and Parking Commission. Attached is the Public Transportation and Parking Commission's March 15, 2011, agenda packet, which includes staff's February 16, 2011, report to the Commission. The Greenville Bicycle and Pedestrian Commission requested a presentation on the Intermodal Transportation Center in January and staff provided the presentation to the Greenville Bicycle and Pedestrian Commission at its February 17, 2011, meeting.

An updated project timeline is attached as requested by the City Council at its February 10, 2011, meeting. As a reminder, the City received four earmarks that provided for property acquisition and

City of Greenville Intermodal Transportation Center

architectural/ engineering design services. After completion of the project planning, federal funds for the intermodal transportation facility construction will be acquired.

If you have any questions about this report, please contact me.

bg

Attachments

cc: Wayne Bowers, City Manager
Dave Holec, City Attorney
Carol Barwick, City Clerk
Wes Anderson, Director of Public Works
Merrill Flood, Director of Community Development
Redevelopment Commission
Historic Preservation Commission
Public Transportation & Parking Commission
Greenville Bicycle & Pedestrian Commission
www.greatnc.com

City of Greenville Intermodal Transportation Center

Intermodal Transportation Center Expected Milestones – revised 3/17/2011

Expected Milestones	Expected Date
Draft Environmental Assessment to FTA	March 18, 2011
Receive FTA's Environmental Assessment Comments	March 28, 2011
Submit Environmental Assessment to FTA	March 31, 2011
FTA approves and signs Environmental Assessment	April 6, 2011
Receive FTA approval to submit application to extend earmark deadline	April 7, 2011
EA 30 day Public Comment period begins (Notice of Availability issued)	April 11, 2011
Complete Finding of No Significant Impact (FONSI) and submit to FTA	May 30, 2011
Issue RFP for property appraisal update	May 2011
FTA approves FONSI and City obtains record of decision	June 10, 2011
Select Property Appraiser	June 15, 2011
Update property appraisals	July/August 2011
Contact property owners - intent to acquire property	September 2011
Contact residents about rights under the Federal Uniform Relocation Act	September 2011
Initiate Acquisition Process	October 2011
Prepare and issue Request for Proposals for Architectural/Engineering Services and Design of ITC and to facilitate Public Input	October 2011
Award RFP for Architectural/Engineering Services	Jan 2012
Convene ITC Steering Committee	Jan 2012

City of Greenville Intermodal Transportation Center

Expected Milestones	Expected Date
Public Input	Ongoing per consultant proposal
Receive 50% preliminary design and present to City Council, Historic Preservation Commission, Greenville Bicycle and Pedestrian Commission, Public Transportation and Parking Commission, and Redevelopment Commission for comments	June 2012
Complete property acquisition process	June 2012
City Council and Steering Committee review and comments on final design	October 2012
Complete Design Documents	December 2012
<i>The below milestones are subject to the timing of the receipt of federal construction funds.</i>	
Issue construction bids	December 2012
Award construction contracts	March 2013
Construction schedule to be developed with firm awarded bid	April 2013

PROPOSED AGENDA
PUBLIC TRANSPORTATION & PARKING COMMISSION
March 16, 2011
(9:15 a.m.)

Public Works Department
Conference Room

- | | | |
|-------|--|------------------|
| I. | Call to Order/Welcome | Lisa Simmons |
| II. | Roll Call/Establish Quorum | Lisa Simmons |
| III. | Additions/Deletions to the Agenda | Lisa Simmons |
| IV. | Approval of Minutes (Attachment A) | Lisa Simmons |
| V. | Intermodal Transportation Center Update | Thom Moton |
| VI. | Public Comments | Lisa Simmons |
| VII. | New Business | |
| | 1. Forbes St. Controlled Residential Parking | Stacey Pigford |
| | 2. Commission Budget for 2011-2012 | Wes Anderson |
| VIII. | Old Business | |
| | 1. Bus Route Expansion | Nancy Harrington |
| IX. | GREAT Monthly Report | Nancy Harrington |
| X. | Adjourn Meeting | |

ATTACHMENT A

Minutes – February 16, 2011

MINUTES
PUBLIC TRANSPORTATION & PARKING COMMISSION
February 16, 2011

The Public Transportation and Parking Commission met on the above date at 9:15 a.m. in the Conference Room at the Public Works Facility.

Members Present: Ms. Lisa Simmons, Ms. Marsha Wyly, Mr. Eric Foushee and Mr. Warren Daniels.

Guest Present: Mr. Wood Davidson, General Manager ECU Student Transit and Ms. Debra Garfi, Director of Parking & Transportation Services.

Staff Present: Mr. Thom Moton, Assistant City Manager; Mr. Wes Anderson, Director of Public Works; Mr. Kenneth Jackson, Operations Manager; Ms. Nancy Harrington, Transit Manager; Ms. Stacey Pigford, Engineer I; and Ms. Geraldine Teel, Secretary.

WELCOME: Ms. Lisa Simmons, Chairperson, called the meeting to order and welcomed everyone to the meeting. She introduced Mr. Warren Daniels who was recently appointed to the Commission.

AGENDA: The agenda for the February 16, 2011 meeting was approved.

MINUTES: Ms. Marsha Wyly made a motion to approve the minutes of the January 19, 2011 meeting. This was seconded by Mr. Eric Foushee. The motion carried unanimously.

INTERMODAL TRANSPORTATION CENTER UPDATE: Mr. Thom Moton gave a brief update on the ITC project. He stated that a recommendation for a contract award to complete the Environmental Assessment (EA) was presented to City Council at the February 10, 2011 meeting. Mr. Moton advised that the contract was awarded to Martin/Alexiou/Bryson, the same firm that prepared the original Feasibility Study for the ITC project. He stated that staff has received tremendous assistance and support from the Federal Transit Administration (FTA), the State Historic Preservation Office (SHPO) and the North Carolina Department of Transportation (NCDOT). Mr. Moton stated that Ms. Nancy Harrington will be applying to the FTA for additional funding for this project. He noted that there are on-going notices to the property owners providing an update on the status of the project. Mr. Moton added that the consultant should have the environmental assessment and FTA approval completed by June 2011.

PUBLIC COMMENTS: Ms. Marsha Wyly stated that she had met with Mr. Don Edwards, owner of University Book Exchange (UBE), in the downtown area concerning the potential designing of a connector, which he will probably do on his own she added. She noted that he owns property in the downtown area and his employees are complaining about getting to the employee's parking on the opposite side of Evans Street. Ms. Wyly stated that Mr. Edwards is considering making a pathway between the buildings.

CONTROLLED RESIDENTIAL PARKING UPDATE: Mr. Wes Anderson gave a brief update on controlled residential parking. He stated that he had received a request from the 10th Street area for controlled residential parking only on one side of the street. Mr. Anderson stated that because this would change the ordinance, a proposal would have to go before the Public

Transportation and Parking Commission and City Council. He said that he would have more information at the next meeting.

BUS ROUTE EXPANSION: Ms. Nancy Harrington gave an update on the bus route expansion. She stated that two (2) new buses are due to arrive in March 2011 and will be put into service starting in July. Ms. Harrington explained that Route 3 has gained the heaviest ridership and cannot maintain good on-time performance unless modified. She stated that Route 6 will alleviate some congestion and heavy demand in certain areas so that bus drivers can maintain better on-time performance. She noted that Route 6 will also serve a portion of Route 4 south of the river so that Route 4 service can be expanded north of the river. She stated that the West Meadowbrook area has also requested service. She said that staff is looking at Oak Grove, the Boys and Girls Club and Countryside Estates for expansion to those areas. Ms. Harrington stated that service to the Industrial Park area on Sugg Parkway is also being considered. In addition, Ms. Harrington noted, Route 5 will be modified to provide service to the proposed new Wal-Mart when it is completed.

GREAT DATA & RGP SERVICE REPORT: Ms. Nancy Harrington stated that ridership continues to increase. She stated that the County's Rural General Public (RGP) service is doing well. Ms. Harrington reported that total expenses are slightly up from this time last year and that revenues are up due to increases in ridership and grant funds.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for March 16, 2011 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission

GREAT Data & RGP

Service Report

Greenville Area Transit DATA REPORT

	February 2011	February 2010	July 1st TO DATE 2010-2011	July 1st TO DATE 2009-2010
Passengers				
GREAT Trips	38,762	31,658	301,389	268,304
Paratransit Trips	922	737	6,846	6,560
Subtotal	39,684	32,395	308,235	274,864
Tour Bus Passengers	75	45	486	445
TOTAL	39,759	32,440	308,721	275,309
(RGP Service) PATS/GREAT Connector	624	736	1,530	6,341
Days of Service	24	24	204	202
Passengers Per Day	1,657	1,350	6,743	1,361
Hours of Service	1,530	1,537	12,969	12,971
Total Expenses	*	*	782,712	752,958
Total Revenues	*	*	533,440	498,684
Net Cost	*	*	249,272	254,274
Net Cost Per Passenger	*	*	0.81	0.93
Net Cost Per Mile	*	*	1.43	1.46
Miles	20,688	20,580	174,743	174,191